

FAIR VOTE

Position Description: Campaign Coordinator (Elections Bill Project)

Fair Vote UK

About the Role

Fair Vote UK is seeking a Campaign Coordinator to help deliver our new *Civil Society Coordination for the 2025 Elections Bill* project, funded by the Joseph Rowntree Reform Trust. This role will be at the heart of UK democracy sector coordination – connecting organisations, supporting collaboration, and ensuring civil society speaks with a strong, united voice as the government brings forward its next Elections Bill.

You'll work closely with the Director and wider coalition partners to keep everyone aligned, informed, and ready to act. The role blends facilitation, communication, and campaign planning – ideal for someone who thrives in fast-moving, collaborative environments and cares deeply about strengthening democracy.

In this role you'll:

- Support coordination of weekly coalition leadership meetings and open “office hours” for participating organisations.
- Draft a weekly “Elections Bill Update” newsletter.
- Manage shared tools and documents, including calendars, mailing lists, Signal/WhatsApp groups, and briefings.
- Track and circulate key updates on parliamentary progress, media coverage, and stakeholder engagement both within the coalition and on our website.
- Draft or coordinate joint letters, statements, and other public materials across the coalition.
- Liaise with partner organisations, MPs’ offices, and journalists as needed to support aligned advocacy and communications.
- Assist in planning events, meetings, and strategy sessions.
- Contribute to project reporting, evaluation, and documentation.
- Work closely with the Director on development and implementation of the above.

You'll bring:

- Experience working in or with campaigns, coalitions, or civil society organisations.
- Excellent communication and organisational skills – you're a natural connector.
- A proactive, flexible approach and ability to manage multiple priorities.
- Familiarity with UK politics, parliament, or democracy reform (desired but not essential).
- A commitment to collaboration, inclusivity, and Fair Vote UK's mission.

The details:

- **Contract:** Part-time freelance/consultancy (approx. 2 days per week equivalent to start with possible expansion of role once the Elections Bill timeline is agreed).

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- **Rate:** £20 per hour (£150 per day equivalent).
- **Duration:** Six months (November 2025 – May 1 2026) with potential to extend as project timelines and budgets evolve.
- **Location:** Remote, with possible in-person meetings in London (travel provided).
- **Start date:** As soon as possible, with the application process on a rolling basis until a suitable candidate is hired.

About Fair Vote UK

Fair Vote UK was founded in the wake of the Vote Leave and Cambridge Analytica scandals to defend democracy in the digital age. We lead campaigns and coalitions for electoral integrity, political transparency and democratic renewal. We also act as Secretariat to the All-Party Parliamentary Group on Fair Elections.

Equal Opportunities

Fair Vote UK is an equal opportunity employer. We value a diverse workforce and an inclusive culture. Fair Vote UK encourages applications from all qualified individuals regardless of race, colour, religion, gender, sexual orientation, gender identity or expression, age, national origin, marital status, citizenship, disability, veteran status, or any other characteristic protected under the law.

How to apply:

Please send your CV and a short cover letter explaining your interest and relevant experience to **kyle@fairvote.uk** with the subject line “**Campaign Coordinator – Elections Bill Project**”. Applications will be reviewed on a rolling basis.